

**TOWN OF UNDERHILL
SELECTBOARD SPECIAL MEETING MINUTES
Underhill Town Hall
Thursday, December 6, 2018 1:00 p.m.**

Selectboard: Kurt Johnson and Pat Sabalis

Town Staff: Sherri Morin, Nate Sullivan, Andrew Strniste, Amanda Bosley and Brian Bigelow

Public: Bill Hall, Jennifer Silpe, Dan Steinbauer, Dean Haller and Ginny Champney

1:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. Adjustments to Agenda: Notice of Selectboard vacancy, Pay Bonuses, Human Resources

1:01 p.m. Public Comment Period. None.

1:02 p.m. Executive Session: 1 VSA §313 (a)(3) Appointment or employment or evaluation of a public officer or employee.

Applicant for Finance Officer Position discussed. Consensus of Selectboard to have applicant meet with Selectboard and Town Clerk and Town Administrator.

Chair moved to enter Executive Session with applicant and staff under 1 VSA §313 (a)(3) Appointment or employment or evaluation of a public officer or employee. Pat Sabalis seconded and the vote passed 2-0.

2:05 p.m. FY19-20 Preliminary Budget Discussion with Staff (Continued). Selectboard and staff discussed budget line items in the General and Highway Department Budgets as well as estimated revenues as available. Discussion ensued about the Loan vs. Bond options. Assessor's Office supplied a Grand List estimate for FY19-20 of \$3,875,000. Capital improvement estimates to be entered into draft budget.

Road Foreman presented Pike paving estimates (~30% increase over previous year): Sugar Hill and Meadow Lane: \$96,842 (1,181 Tons at \$82.00/ton) River Road: \$24,648 (310 tons at \$82.00/ton). Last year's accepted bid price on River Road was \$63.27/ton. Grinding and paving at Green Street and Krug Road apron (total 175 tons) for a budget figure of \$19,817. Town Hall parking lot \$11,430/102 tons.

3:20 p.m. Adjustments to Agenda.

In recognition of additional responsibilities resulting from the Finance Officer vacancy Kurt Johnson moved approval of one time bonuses to Town Clerk and Town Administrator in the amount of \$1,500. Pat Sabalis seconded and the motion passed 2-0.

Road Foreman Notified Selectboard of dump truck repair estimates in excess of \$1,000: Oil Pan leak on the 2011 (\$1,100) and the turbo is malfunctioning on the 2008 (\$3,400) Selectboard consensus to perform the repairs.


4:07 p.m. Human Resources: Town of Underhill is considering contracting out the Human Resources functions. Ginny Champney and Dean Haller provided recommendations. No decisions made.

Schedule. Notice made that the next Regular Selectboard date is December 18, 2018 preceded by a 5:30 Public Informational Hearing on the proposed Town Plan Amendments. Special meetings scheduled for December 10 at 1:00 p.m. (Joint with Jericho Selectboard) and on December 13 at 1:00 p.m. for additional budget discussion.

5:15 p.m. Adjournment. On a motion made by Kurt Johnson and seconded by Pat Sabalis the Selectboard voted to adjourn on a vote of 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Kurt Johnson, Chair